ND Board of Massage Therapy
October 12, 2026
Meeting Minutes
NDBMT Office, 2900 E Broadway Ave., Ste. 2, Bismarck, ND

The meeting was called to order by President, Shelle Hagen, at 3:00 PM. The Board met by remote means.

Present

President – Shelle Hagen; Russel Kuzel; Chad Alfson; Melanie Jackson; Kristi Hennager.
Others: Nikki Owings, Board Office; William Woodworth, Legal Counsel; Elise Baine, FSMTB.

Minutes

It was **moved and seconded** to accept the minutes from September 8, 2026. (Hagen/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

Treasurer's Report and Reimbursements

It was **moved and seconded** to approve the September 2026 treasurer's report. (Kuzel/Hagen/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

It was **moved and seconded** to approve the September 2026 reimbursements for the Board members. (Hennager/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

Management Services Contract

Kuzel will send out the contract services review for the Board to consider at the next meeting. The Board will begin working on the contract with State Procurement Office this fall as the current contract expires in March 2027.

Complaint #2025-01 and #2025-01 A. Trout

The formal complaint process is proceeding.

American Massage Academy of Texas and Ms. Chenxia Liu

The Board directed Owings to contact the Texas Department of Licensure and Regulation for information on this matter once again. The Board will continue to monitor this situation.

Applications for Reciprocity License

Shu Jun Liu - It was **moved and seconded** to enter into executive session to consider CHRI per NDCC 44-04-19.2(1) and confidentiality of CHRI per

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NDCC 12-60-24(1)(c). (Kuzel/Hagen/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)] Executive session began at 3:29 PM and closed at 3:44 PM with Hagen; Kuzel; Jackson; Hennager; Alfson; and Woodworth present.

It was **moved and seconded** to deny the application for reciprocity license based on NDCC 43-25-10(1)(a)(h). (Hagen/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

It was **moved and seconded** to include NDCC 43-25-10(1)(b) as reason for denial. (Kuzel/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

Xiaoyan Zhao - It was **moved and seconded** to enter into executive session to consider CHRI per NDCC 44-04-19.2(1) and confidentiality of CHRI per NDCC 12-60-24(1)(c). (Kuzel/Hagen/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)] Executive session began at 3:29 PM and closed at 3:44 PM with Hagen; Kuzel; Jackson; Hennager; Alfson; and Woodworth present.

It was **moved and seconded** to deny the application for reciprocity license based on NDCC 43-25-10(1)(a)(h). (Hagen/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

It was **moved and seconded** to include NDCC 43-25-10(1)(b) as reason for denial. (Kuzel/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

Licai Liu - It was **moved and seconded** to enter into executive session to consider CHRI per NDCC 44-04-19.2(1) and confidentiality of CHRI per NDCC 12-60-24(1)(c). (Kuzel/Hagen/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)] Executive session began at 3:29 PM and closed at 3:44 PM with Hagen; Kuzel; Jackson; Hennager; Alfson; and Woodworth present.

It was **moved and seconded** to deny the application for reciprocity license based on NDCC 43-25-10(1)(a)(h). (Hagen/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

Code of Ethics

It was **moved and seconded** to move forward with the administrative rules process and do a full review of the rules for possible other amendments. (Kuzel/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

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Inspections

Board will re-assign Alfson's inspections to Hagen and Kuzel.

Ratification of Licenses

Emily Andrisen #26178
Kansas Jensen #26180
Melissa Davila #26182
Emma Thorson #26184
Kali Crooks #26186

It was **moved and seconded** to ratify the licenses.
(Hagen/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

FSMTB Annual Conference

This will be held October 21-23, 2026, in Las Vegas, NV. FSMTB will pay for two Board members to attend. Kuzel plans to attend.

Open Board Position

Alfson is resigning due to relocating out of state. The Board will post the open position on its website.

It was **moved and seconded** to appoint Hennager as Education Reviewer.
(Hagen/Jackson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

Other

Continuing Education Approval Request for Dolphin Neurostim – The Board determined this is an acceptable topic for continuing education.

FSMTB Annual Conference – Alfson will attend in place of Kuzel.

Open Board Positions – Hagen will resign from her position as soon as a replacement is found. Alfson's position is still open as well.

Next Meeting Date

The November meeting will be moved to November 17, 2026, at 9:30 AM.

Adjournment

The meeting was adjourned at 4:15 PM.

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Chair Date

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Vice Chair Date

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